

June 20, 2018

The regular monthly meeting of the Trustees of the Auburn Water District was held at the office of the Auburn Water District, 268 Court Street, on Wednesday June 20, 2018 at 4:00pm.

Members present: Dan Bilodeau, Robert Cavanagh, Preston Chapman, Tizz Crowley( Treasurer), K. C. Geiger (President), Mary Sylvester and Andrew Titus, Mayor's Representative. Also present : Sid Hazelton, Superintendent , Michael Broadbent, Assistant Superintendent and Greg Leighton of Maine Water Company (Finance Manager).

On motion of Preston Chapman, seconded by Robert Cavanagh, it was unanimously voted: **To accept the minutes of the Regular Meeting of May 16, 2018 as amended.**

**FINANCIAL REPORT UPDATE** – Water sales are down. Revenue from Nestle is down possibly due to changes in their operations. Greg Leighton feels confident that we will end the year close to the budget forecast. The cash on hand is about \$1 million.

#### **RATIFY PAYMENT OF BILLS**

On motion of Robert Cavanagh, seconded by Dan Bilodeau, it was unanimously voted: **To ratify the payment of bills in the amount of \$478,256.67 as shown on the printout dated May 1, 2018– May 31, 2018.**

**OPEN SESSION** - As no one from the public was in attendance, the Open Session was closed.

**ACTIVITY REPORT-** The Spring Flushing Program is ongoing. There has been a lot of activity with new services. We are continuing with the PLC upgrades (Programmable Logic Control). Trustee Tizz Crowley complimented the District for posting street closings on our website. She also asked about the District participating in a Drinking Water Contest to help us to show our customers that we have good drinking water.

Mike Broadbent pointed out the decrease in shut-offs since we started out new shut-off procedure.

The crew has been busy with adjusting water gates on Hampshire St., Cook St. Eighth St. and Spring St.

#### **NEW BUSINESS**

**WATER QUALITY UPDATE** –. The 2017 Annual Water Quality Report is now available. We will be conducting lead testing this summer which will involve 30 samples. If we pass, we will get a 3 year reprieve.

Steve Norton (University of Maine ,Orono) submitted a report on the core sampling project which found that the lake sediment consists of the mineral Apatite which can release phosphorous under anoxic conditions. We must continue our erosion control practices to limit phosphorous input to the lake. Dr. Ken Wagner (Water Resource Services, Inc.) a renowned lake management scientist is an expert who understands lake trends and we can contact him if we need his service.

Erica Kidd has been introduced to many leaders of local organizations who are associated with keeping the watershed in good standing. The lake is trending normal for this time of year. We need to work with landowners to help them protect the lake. Courtesy boat inspections and police patrols have begun.

**PROJECT UPDATE** – We are 200' short of installing 1 mile of pipe. The Minot Avenue project should be completed in a few weeks. The Seventh St. project is also on schedule.

We had a water break on Blackmer St. The line was quickly repaired, but some internal communication issues led to some confusion on the part of the customers. The incident was reviewed in order to improve our service for future events.

**2017 AUDIT -** A copy was made available to the Trustees.

**SOLICITATION POLICY** – Trustee Tizz Crowley made 25 inquiries and received 11 responses. She made the recommendation that we establish a Policy of No Solicitation through payroll deduction except for a unique event or organization. She would like to have the Policy available for review at the next meeting.

**OLD BUSINESS**

**EMPLOYEE BENEFITS AND COMPENSATION COMMITTEE – SALARY AND BENEFITS SURVEY** – Rachel from Cross Insurance was at the May meeting and presented a report on industry trends for health insurance plans. Don Tyler’s salary survey will be completed by late summer.

**MEASURING OF THE LAKE-** A motion was made by the Sewer District to mirror the Water District vote but there was no second on the motion. Trustee Mary Sylvester had attended the meeting and reported that there was no discussion about the Measuring of the Lake event. Trustee Crowley was concerned about the growing difference of opinions between the two boards of trustees. President K C Geiger recommended that a decision be made at next month’s meeting on whether or not to have the event. He said that the tours are beneficial to inform the trustees of district operations. We could change the menu and keep the tours.

Trustee Tizz Crowley said that a show of appreciation is good but we do not need to have a dinner as a thank you. Trustee Mary Sylvester suggested re-designing ideas for appreciation with an educational component. She offered to help organize the event.

To minimize staff involvement Superintendent Sid Hazelton will ask for direction from Water District President K C Geiger and Sewer District President Heidi McCarthy via email.

**EXECUTIVE SESSION PER 1 M.R.S.A. § 405 (6) (D) TO DISCUSS A PERSONNEL ISSUE**

On motion of Preston Chapman, seconded by Robert Cavanagh, it was unanimously voted: **To move into Executive Session per 1 M.R.S.A. § 405 (6) (D) to discuss a personnel issue.**

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To come out of Executive Session.**

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To adjourn the meeting.**


Respectfully submitted,

  
Diane Drinkwater

Approved: July 18, 2018

A true record:

Attest:

  
Clerk